King, Valerie A.

From: Rapkewitz, Barbara
Sent: Monday, September 24, 2001 10:27 AM
To: King, Valerie A.
Subject: RE: Understanding Smoking and Health Review - INBIFO Projects

Categories: Project Planning

Dear Valerie,

The respective INBIFO project leaders are available on October 19 and 23. I have no response from Matthias Schorp due to several business trips. Please note that Baerbel Friedrichs has already presented (project N01182).

Best regards,
Barbara

-----Original Message-----
From: King, Valerie A.
Sent: Tuesday, September 18, 2001 2:45 PM
To: Rapkewitz, Barbara
Subject: RE: Understanding Smoking and Health Review - INBIFO Projects

Dear Barbara,
Thank you for your note. As it currently stands, the revised template you identified in the shared folder is the correct one. However, there have been several scheduling changes on this side and I was getting ready to send you a note today to let you know that we now need to reschedule the September 27 review.

Could you advise the project leaders of this change and then check with them regarding their availability on October 19 and 23?

I apologize for the late change and greatly appreciate all of the project leaders' patience with rescheduling this.

Kindest regards,
Valerie

-----Original Message-----
From: Rapkewitz, Barbara
Sent: Tuesday, September 18, 2001 8:38 AM
To: King, Valerie A.
Subject: RE: Understanding Smoking and Health Review - INBIFO Projects

Dear Valerie:

You mentioned an updated presentation template in your message below. I found a revised template dated 09/05/01 in the WSA shared folders (2001 Project Review). Is this the one I should distribute to the project leaders? Please advise.

Best regards,
Barbara Rapkewitz
INBIFO, Cologne
Tel.: ++49-2203-303 318
Fax: ++49-2203-303 362
E-Mail: Rapkewitz.Barbara@pmintl.ch

-----Original Message-----
From: King, Valerie A.
Sent: Tuesday, August 28, 2001 9:17 PM
To: Rapkewitz, Barbara
Subject: RE: Understanding Smoking and Health Review - INBIFO Projects

Source: https://www.industrydocuments.ucsf.edu/docs/rqbk0001

Dear Barbara:
I just wanted to confirm that we will go forward with this review on September 27. Please ask the project leaders below to hold this date from 8:00 am - 12:00 pm Richmond time. As Regina Stabbert is unavailable on this date, please let Klaus Rustemeier know that we would appreciate his presenting on her behalf.

I will forward a tentative agenda and updated presentation template shortly.

Thanks and kind regards,
Valerie

-----Original Message-----
From: King, Valerie A.
Sent: Monday, August 13, 2001 2:36 PM
To: Rapkewitz, Barbara
Subject: Understanding Smoking and Health Review - INBIFO Projects

Dear Barbara:
I am trying to schedule the Understanding Smoking and Health project review. Since the projects in this part of the plan are so numerous, I am breaking the review up over several half-days. We will cover all of the INBIFO S&H projects together in one half-day.

To that end, could you advise me on the availability of the following scientists on **September 26** and **September 27** (project numbers are in parentheses):

Reininghaus (1171, 1180)
Stabbert (1205)
Freidrichs (1162)
Von Holt (1114, 1120)
Vanscheeuwijck (1172, 1180)
Mueller (1186, 1190)
Kindt (1187)
Schorp (1110, 1103, 1104)
Gerstenberg (1198)
Stinn (1303)

The review of the INBIFO projects in this portion of the plan will require about 4 hours (app. 15 minutes per project). We should start at 8:00 am Richmond time and wrap-up around noon.

Could you please let me know their availability by next Tuesday (**August 21**).

Thanks and best regards,
Valerie

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Source: https://www.industrydocuments.ucsf.edu/docs/rqbk0001